

DIARY  
Special Asst. (Admin. O to DD/I)

Friday, 20 March 1953

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1. [REDACTED] discussed with me the pending overall project for maintenance of abstracts on scientific literature for O/SI by authors and institutional affiliation. Because of the time that it will take to fully develop the project for PRC approval, he proposed that O/CD proceed immediately to have copies made of the data which has been obtained from [REDACTED] and to have the copies appropriately filed to make the information available as soon as possible to the O/SI analysts. As he assured me that this was an independent phase which should be accomplished regardless of final action taken on the overall project, I agreed that the PRC project should be prepared and forwarded for our review. This operation will cost approximately \$40,000., involving two external contracts - one to secure, in triplicate, cards from the microfilm copy, and the other to arrange the cards properly for filing and maintenance by O/CD.

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2. Attended the Professional Selection Panel. I secured clarification from the Panel that its action in passing upon the "suitability" of an applicant pertained only to his suitability for long range career possibilities in CIA and that a "turndown" was not construed to mean that the individual could not be recruited by the office concerned if in its determination the individual was qualified to fill a particular need. For example, although an experienced chemist might not be suitable for a long term career in the Agency because of a shortcoming in dealing with others, he might still be very valuable and urgently needed because of his experience and training to fill a specific research position. In addition, in discussion of the Agency's requirements for an oral examination program in connection with the career service, I urged that a formal oral examining mechanism be restricted to special cases which could not be adequately handled through the existing framework. The present process from the selection of an individual through his training prior to reporting for his work assignment takes roughly six months. Any additional requirement that would require a formal oral examining board procedure would merely add unduly to the burden already placed upon the operators in securing people to do a job. The existing machinery for the selection of individuals, including placement officers, supervisors, career service boards and the professional selection panel should be adequate if operated effectively.

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3. Advised [REDACTED] of the State Department of [REDACTED] foreign travel plans and made arrangements for O/NE to work with [REDACTED] on appropriate briefing arrangements.

4. Budget hearings on the estimates for O/SI and O/RR were held by the Bureau of the Budget examiners. [REDACTED] Mr. Guthe briefed them thoroughly on the responsibilities and activities of their offices.

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